

VILLAGE OF HARRISON



TOWN OF HARRISON

February 21, 2017

RE: Harrison Alternate Last Line

To: Municipal Clerks in the 54915, 54952, 54130, 54169 & 54129 ZIP Codes

The Village of Harrison is exploring the potential for its residents and businesses to utilize "Harrison" as a postal city name on the addressing last line. Currently, the Village of Harrison lies within five ZIP Code areas; Appleton 54915, Menasha 54952, Kaukauna 54130, Sherwood 54169, and Hilbert 54129. The Village of Harrison is not seeking a new ZIP Code designation, but an alternate last line that will give residents and business owners the opportunity to use "Harrison" with the existing ZIP Code. For example, if approved, Harrison property owners may use the preferred "Appleton, WI 54915" last line for their mailing address, or they may use an alternate "Harrison, WI 54915" last line. Existing delivery service is not expected to change because of the alternate last line.

The U.S. Postal Service has advised that other municipalities may be affected if direct mailers utilize/select "Harrison" as the defining city, instead of the standard city. This may result in all of the current addresses in five (5) zip code areas: Appleton 54915, Menasha 54952, Kaukauna 54130, Sherwood 54169 and Hilbert 54129, all receiving mail pieces with the city name of Harrison on their mail piece for residents which live outside the Village of Harrison.

The U.S. Postal Service requires that all municipalities within the affected ZIP Codes be given a chance to comment on the proposed Harrison alternate last line. The U.S. Postal Services also suggests that you share this information regarding the proposed option with your residents and businesses. If you, or your residents and business, have any questions or concerns you may contact representatives at the U.S. Postal Service at the following:

Hiedi Michel

414-287-2558

Heidi.A.Michel@usps.gov

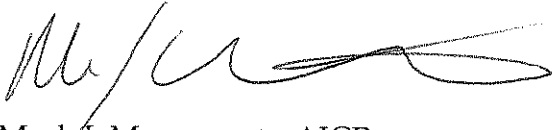
Darcey Kendl

414-287-1951

Darcey.L.Kendl@usps.gov

All comments should be submitted to the U.S. Postal Service by Friday, March 24th, 2017. If you have any questions for the Village of Harrison you may contact me at 920-989-1062 or email me at mmommaerts@harrison-wi.org.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark J. Mommaerts', with a stylized flourish at the end.

Mark J. Mommaerts, AICP
Planner

cc: Hiedi Michel, USPS (via email)
Darcey Kendl, USPS (via email)